

Quotation Requirements

1. **Errors:** Quotations as received shall be considered final and no quotation shall be altered, amended, or withdrawn after the specified closing date.
2. **Delivery Requirements:** The product must be delivered by September 1, 2020 or sooner if possible, to the City of Moorhead | 801 Johnny Russell Drive | Moorhead, MS 38761.
3. **Completion/Delivery/Cancellation:** The specified completion or delivery dates should be carefully considered before bidders submit a quote. Failure to meet promised completion/delivery dates may result in cancellation of any subsequent contract.
4. **Form:** Quotations will not be accepted unless properly signed and submitted on the required form. Qualifying clauses or exceptions may result in rejection of the quotation.
5. **Taxes:** The City of Moorhead is tax-exempt.
6. **Awards:** The City reserves the right to award the order in part or in full, based on bids received, unless otherwise specified by the City.
7. **Late Bids:** Bids received after the specified closing time & date, will be rejected, and returned.
8. **Submission of Bids:** The City shall not be bound and the Bidder agrees not to rely upon any written or verbal statements or representations of any other persons, whether employed by the City or not, in the preparation and submission of their bid.
9. **Quantities:** The City reserves the right to change the base requirements related herein to meet operational or budget requirements. All changes will be done by the issuance of an addendum to the bid request.

Conditions of Purchase

1. **Acknowledgement/Acceptance:** The City intends to award a contract by issuing a letter of award confirming acceptance of the bid.
2. **FOB Point:** "Offloaded" at the City specified site or unless otherwise specified, as shown assigns responsibility for the unloading operations by the successful bidder.

3. **Shipments:** The City reserves the right to cancel this order, if the contract delivery date shown herein, is not met. The equipment must be transported based on the conditions herein.
4. **Indemnity:** Notwithstanding the providing of insurance coverage by the Bidder, the Bidder hereby agrees to indemnify and save harmless the City, its officers, agents, servants and employees and each of them from and against all claims, demands, losses, costs, damages, actions, suits or proceedings by whomever made, brought or prosecuted and in any manner based upon, arising out, related to, occasioned by or attributable to the activities of the Bidders, its servants, agents, sub-contractors and sub-subcontractors, in providing the services and performing the work of this Contract, excepting always liability arising solely out of the negligent act or omission of the City.
5. **General Conditions:** It is agreed and understood that: The City shall not be obliged to purchase any goods or services from any bidder until a written confirmation of acceptance of a bid has been received by the bidder. Any discussions, inspections or meetings with City staff will not constitute an expressed approval to purchase.

SPECIFICATIONS

One (1) Kubota M5 Series Tractor (*or equal, similar, or better type*) to be used by the Moorhead Public Works Department. At minimum, the submittals for consideration must meet or exceed the specifications of a Kubota M5 Series, and shall include with and without cab options.

With 4-Wheel Drive

Preferred alternative tractors are John Deere and Mahindra.

Quotation Sheet - Bid Sheet

Bidders must complete the form below and return it on or before the published closing date/time to:

**City of Moorhead
ATTN: Tractor Bid
801 Johnny Russell Drive
Moorhead, MS 38761**

Please print or type.

Name of Firm Bidding	Address of Firm Bidding
Authorized Company Representative	Authorized Company Representative Position
Signature of Authorized Company Representative	Contact Telephone Number
Email Address of Authorized Company Representative	Fax Number

Quoted Prices MUST include all shipping, fees, levies, and charges to be shown separately.

ITEM DESCRIPTION AND WARRANTY	PRICE
Without Cab Option	
With Cab Option	